

Charity number 1172918

SOLAN CONNOR FAWCETT FAMILY CANCER TRUST

ANNUAL REPORT

31 May 2021

SOLAN CONNOR FAWCETT FAMILY CANCER TRUST

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SOLAN CONNOR FAWCETT FAMILY CANCER TRUST

Reference and administrative details

Year ended 31st May 2021

Trustees

Judith Machin

Debra Swinburn

Allan Wheatley

Charity Registration number

1172918

Accountants

Stuart Hall & Co

1 Hutton Close

South Church Enterprise Park

Bishop Auckland

Co. Durham

DL14 6XG

Solan Connor Fawcett Family Cancer Trust Trustees Report

Year ended 31st May 2021

The Trustees present their annual report together with the financial statements of Solan Connor Fawcett Family Cancer Trust for the year ended 31st May 2021.

Objectives and activities

Policies and objectives

The principal objective of the charity is for the relief of persons suffering with cancer within County Durham and Darlington, to alleviate the physical and mental distress of persons with cancer or the partners and immediate family members of a person with cancer and persons recently bereaved with cancer by providing or assisting in the provision of financial assistance, equipment or services not normally provided by statutory authorities.

This is achieved through

The activities of the charity include providing support, collecting donations of funds and equipment, operating shop premises and holding or attending events to raise funds and awareness.

Achievements and performance

Review of activities

The Charity continues to provide a wide range of practical support to those with cancer ('warriors') and their families. The support includes organising transport to hospital appointments, organising mobility aids and equipment, provision of holistic therapy treatments and access to a wig bank. The Charity operates a telephone support service where warriors receive regular calls from volunteer warrior co-ordinators and monthly zoom support groups to check on their well-being. During the Covid pandemic this service has been invaluable to warriors and has helped in tackling loneliness and isolation in addition to providing support packages when required.

The Charity currently operates two charity shops selling donated items and charity branded merchandise. The Spennymoor store also houses the Charity's office, holistic therapy and new counselling services. The shops and therapy services were closed during the lockdowns and reopened fully in April 2021.

Throughout the year the Charity has applied for and received grants via the Durham County Council Covid fund, along with funding for key projects from charitable organisations. The Charity has received donations from sponsorships and businesses supporting the Charity, in addition to donations from individuals and third-party fund-raising events. The Charity continued to provide support care packages to warriors between June and October following on from the successful delivery of support care packages during lockdown in 2020 and early 2021.

Raising awareness is a key priority for the Charity through its activities and events, and use of social media. The Charity also engages with GP's and District Nurses and is developing working relationships with MacMillan and other cancer charities who operate throughout the North-East of England.

Referrals are received from Macmillan, GP practices, self-referral, other charities, and those the charity currently supports. The development of relationships with businesses promotes the of raising awareness amongst employees who may know someone or have a family member diagnosed with cancer.

The Charity has continued to develop a programme of support for those impacted by a cancer diagnosis or bereavement.

Once restrictions with the pandemic are removed, the Charity will recommence trips and activities to support those with cancer, which will help to improve mental wellbeing and reduce feelings of isolation.

Throughout the Covid Pandemic, the Charity has continued to provide support to warriors with care packages, financial support for those struggling with utility bills, providing transport to appointments. Once restrictions were relaxed in April 2021, the Charity reopened its stores and support services recommenced with appropriate precautions in place to protect staff, volunteers, warriors and customers.

Counselling, holistic therapy, one-to-one support and wig services were key to providing support to warriors and have helped to address wellbeing and mindfulness. Access to these services is available to warriors via the senior warrior support co-ordinator

Referrals received by the Charity throughout the year have seen families who have been coping with a cancer diagnosis and who have been anxious or reluctant to have contact with third parties during vital cancer treatment.

Cancer diagnosis, and its effects, continued to stop many visiting and queuing in shops, and consequently the Charity received requests for support in undertaking and delivering shopping. Many of these were on the Government 'vulnerable' list and required to self-isolate during this time.

Feedback from warriors has suggested the support calls have been invaluable throughout the year and this service has been extended during the pandemic with call co-ordinators working remotely.

Enhancing and extending this service to all warriors is currently being developed with call frequencies being increased to reflect demand for the service. The wider group support has been delivered via Zoom sessions which have been held monthly and have enabled warriors to support each other, ask questions about their journey, and alleviate loneliness and isolation.

Whilst the stores were closed, the Charity focused on completing the work in the new support hub. The facility has a double kitchen suitable for cookery classes and nutrition seminars, along with a multi-use space where support groups and other activities can be held for up to 40 people. The support hub will open during late summer/autumn and will enable support groups to commence with warriors being invited to come and chat with others, undertake a range of activities including craft sessions, participating in exercise classes and joining in coffee mornings.

Wider care support services include provision of transport to medical appointments and other essential journeys. The Charity also supports individuals and families with well-being breaks, afternoon teas, family meals and takeaways and spa days.

The Charity has developed partnerships with local builders and tradespeople to provide essential support services for families including gardening, cleaning, decorating, provision of equipment including stair lifts, mobility scooters, downstairs beds which all to help to support families struggling with a cancer diagnosis.

In accordance with the Charities Act 2011, the trustees have referred to guidance contained in the Charity Commissioners general public benefit when reviewing the aims and objectives of the charity and when planning the future activities.

Financial Review

The charity generated income of £196,197 during the year and incurred expenditure of £126,842. The Trustees are pleased with the results of the charity in its third year, believe there is a solid foundation to continue developing in the future and have made plans to do so.

Reserves policy

The Trustees aim to hold between three to six months fixed operating costs as reserves. The charity's undesignated reserves are currently standing at £130,572 representing more than three months expenditure and the Trustees are satisfied with this position. Planned future expenditure includes the opening of additional premises in Spennymoor for the storage and sale of larger items, the further development of the hub with multi use activities available to further support the programme of support to those suffering from cancer and their families and also further outreach shops and drop-in centres throughout the North East of England.

Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future.

Plans for the future

Aims for the 2020/2021 year include:

Finalise the opening of a furniture store where donations will be accepted from businesses and individuals for resale to continue to support warriors and develop new services and support for current and new warriors.

The Charity will be looking to increase its demography to incorporate North and South Tyneside, Gateshead, Newcastle, Sunderland, Hartlepool, Middlesbrough, Redcar and Cleveland, Stockton on Tees, Northumberland, Cumbria, and North Yorkshire. To ensure services can be delivered in these areas, the Charity will be looking to identify and develop key partnerships with the NHS, MacMillan and similar charities in order to support new referrals.

Plan for the opening of further outreach shops and drop-in centres throughout the North East of England.

Recruitment of additional volunteers and the appointment of additional staff to support the day to day charity operations.

Continue to expand outreach support groups to widen support across the North East.

The Charity will be reviewing and increasing the number of Trustees during 2021/22 with a view to enhancing the level of skills and support Trustees can provide to the Charity.

Continue to build support links with third party organisations to both support and raise awareness of the charity and the support available to those suffering from cancer and their families.

Continue to develop relationships with Businesses in the area to raise awareness and support the charity.

Continue to expand the services available to support those with cancer and their families.

Structure and governance

Structure

The Charity was incorporated as a Charitable Incorporated Organisation (registered charity number 1172918) in 9th May 2017.

Trustees

The management of the charity is the responsibility of the trustees who are appointed by the current Trustees under the terms of the trust deed. Induction is provided to the new trustees as required.

The Trustees delegate some aspects of the day to day management of the charity to the CEO, and co-ordinators, including the day to day running of the shop, health and safety matters, events and treatment of those with cancer.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular, those related to the operations and finances of the charity and are satisfied that systems and procedures are in place to mitigate their exposure to the major risks.

This report was approved by the trustees on 22 February 2021.

Registered number
CE009917

Charity Number 1172918

Solan Connor Fawcett Family Cancer Trust

Accounts

31 May 2021

Solan Connor Fawcett Family Cancer Trust
Report and accounts
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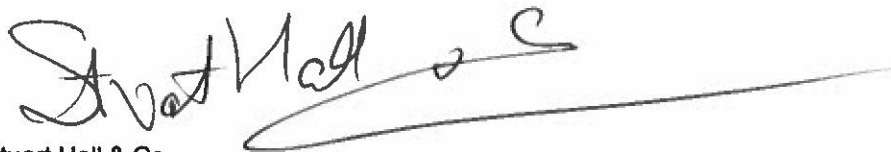
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Solan Connor Fawcett Family Cancer Trust

Report to the Trustees on the preparation of the unaudited statutory accounts of Solan Connor Fawcett Family Cancer Trust for the year ended 31 May 2021

We report to the trustees on the preparation and examination of the accounts for Solan Connor Fawcett Family Cancer Trust for the year ended 31 May 2021.

In accordance with your instructions, we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us. We have carried out an independent examination of those records and our comments are reported in our separate control letter to the committee.

A handwritten signature in dark ink, appearing to read 'Stuart Hall', followed by a long, sweeping horizontal line that extends to the right.

Stuart Hall & Co
Chartered Certified Accountants
1 Hutton Close
South Church Enterprise Park
Bishop Auckland
Durham
DL14 6XG

Date: 10/2/22

Solan Connor Fawcett Family Cancer Trust
Statement of Financial Activities - Income and Expenditure
for the year ended 31 May 2021

	2021	2020
	£	£
Shop Sales	53,635	73,910
Donations	90,222	74,742
Collection Tins	2,166	5,331
Income from Charitable events	4,526	39,742
Grant Income	79,242	-
Rents received	6,200	2,472
Total	235,991	196,197
Expenditure		
Events	7,797	11,178
Wages and salaries	34,875	34,236
Shop expenses	47,919	38,423
Professional fees	900	984
Travel expenses	8,671	1,583
Merchandise	8,050	8,791
Direct support, assistance and small equipment	15,248	27,960
Bank charges	678	72
Depreciation	7,175	3,615
	131,313	126,842
Net income/(expenditure)	104,678	69,355

Solan Connor Fawcett Family Cancer Trust
Registered number: CE009917
Balance Sheet
as at 31 May 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	2	44,360	27,455
Current assets			
Stocks		2,100	2,900
Cash at bank and in hand	3	247,234	200,209
		<u>249,334</u>	<u>203,109</u>
Creditors: amounts falling due within one year	4	(3,311)	(7,285)
Net current assets/(liabilities)		<u>246,023</u>	<u>195,824</u>
Total assets less current liabilities		<u>290,383</u>	<u>223,279</u>
Reserves	5		
Brought forward unrestricted		130,572	61,217
Restricted income fund		55,133	92,707
Net income/(expenditure)		<u>104,678</u>	<u>69,355</u>
Total funds		<u>290,383</u>	<u>223,279</u>

The accounts were approved by the board:



14/2/2022 .

Trustee

Date

Solan Connor Fawcett Family Cancer Trust
Notes to the Accounts
for the year ended 31 May 2021

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

Income

All incoming resources are recognised once the charity has entitlement to the resources.

Resources Expended

Liabilities are recognised as the resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. Charitable expenditure is incurred in direct pursuance of the charity's principal objectives.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Fixtures, fittings, tools and equipment	between 5-10 years
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Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first in first out method. The carrying amount of stock sold is recognised as an expense in the period in which the related revenue is recognised.

Provisions

Provisions (ie liabilities of uncertain timing or amount) are recognised when there is an obligation at the reporting date as a result of a past event, it is probable that economic benefit will be transferred to settle the obligation and the amount of the obligation can be estimated reliably.

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

Grant funding

For revenue based grants, these will be released to the profit and loss account as and when the relevant expenditure has been incurred. For capital based grants the grant will be recognised in the profit and loss over the life of the asset to which it relates.

Solan Connor Fawcett Family Cancer Trust
Notes to the Accounts
for the year ended 31 May 2021

2 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 June 2020	32,673
Additions	24,080
At 31 May 2021	<u>56,753</u>
Depreciation	
At 1 June 2020	5,218
Charge for the year	7,175
At 31 May 2021	<u>12,393</u>
Net book value	
At 31 May 2021	<u>44,360</u>
At 31 May 2020	<u>27,455</u>

3 Cash at bank

	2021 £	2020 £
Current account	242,628	196,314
Petty Cash	1,253	649
Paypal	3,353	3,245
	<u>247,234</u>	<u>200,208</u>

4 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	-	-
Taxation and social security costs	662	726
Other creditors	2,649	6,559
	<u>3,311</u>	<u>7,285</u>

5 Accumulated funds

Restricted funding and reserves are subject to specific conditions by donors as to how funds may be used. Unrestricted funds are funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Program related investments are made directly in pursuit of the charitable objectives. Designated funds comprise of funds which have been earmarked, at the discretion of the Trustees, for specific purposes. The purposes and uses of the designated funds are detailed in the notes to the accounts.

Solan Connor Fawcett Family Cancer Trust
Notes to the Accounts
for the year ended 31 May 2021

Funds of the charity	Unrestricted income funds	Restricted Income Funds	Total Funds
Funds brought forward	130,572	92,707	223,279
Restricted funds received *		67,437	67,437
Funds released in the year		(105,011)	(105,011)
Net income/(expenditure)	104,678		104,678
	<u>235,250</u>	<u>55,133</u>	<u>290,383</u>

* Restricted fund received:

Care packages	620
Specific fixed costs	16,500
Covid 19 business development	24,196
Support activities	10,353
New building & IT equipment	15,768
	<u>67,437</u>

6 Control

The charity is controlled by its trustees.

7 Reserves Policy

The Trustees have considered the following when developing the reserves policy for Solan Connor Fawcett Family Cancer Trust. The basis of the reserves policy is a review of the risks and reasons to retain funds as reserves. The considerations reviewed include:

- a) The risk of an unforeseen emergency or other unexpected need for funds eg. Covid 19, an unexpected large repair bill or finding 'seed-funding' for an urgent project.
- b) Supporting unforeseen day-to-day operational costs, eg employing temporary staff to cover long term absence.
- c) A source of income, eg a donor grant or public donations, not being available or renewed. Funds might be needed to give the trustees time to take mitigating action if income falls significantly below expectations and re-development is needed.
- d) Planned expenditures that cannot be met by future income alone, eg plans for an asset purchase for a significant project that required the charity to provide funding or match funding.
- e) The need to fund short-term deficits in a cash budget, eg money may need to be spent before a funding grant is received.

The reserves level considered appropriate is detailed below, with considerations relating to the reasons above.

Solan Connor Fawcett Family Cancer Trust
Notes to the Accounts
for the year ended 31 May 2021

a) Any amount needed to meet an unforeseen emergency or other unexpected need eg Covid 19. Trustees have considered risks and funding needed to allow for a recurrence of a Covid 19 emergency, and the uncertainty, based on Covid experience, regarding forecasting income from shops, events and donations. Also sources of funding, given the ongoing impact of recent events. The Trustees took action in the years to May 2020 and May 2021 to secure external funding and to retain funds in consideration of operational, program related and reserves requirements. The combined Covid 19 effects of loss of income in 2020, continuing into 2021, with Warrior family support needs, confirms that retaining 6 months fixed costs and charitable work expenditure, as at 31 May 2020, is required.

b) A review of the fixed operating expenses of the charity, including expenses associated with charity work performed - the expenditure budgets to operate and grow the charity and to provide support to vulnerable families with any cancer diagnosis.

c) Uncertainty over future income streams has been considered along with potential options, costs and time for re-development of new sources of income or to restrict related expenditure. This contributed to the review in b) above.

d) and e) A review of planned, large expenditure projects, in progress and planned, including actions already taken regarding external restricted funding.

In summary, the financial risks identified from the above reviews have guided the reserves being retained.

Free reserves

Total funds	290,383
Less: restricted reserves (1&2)	(55,133)
Unrestricted reserves	<u>235,250</u>
Less:	
Fixed assets	(24,369)
Program related funds (3)	(60,000)
Designated reserves (4)	(136,100)
Free reserves	<u>14,781</u>

(1) £10,353 is funding for specific Warrior support activities. £13,832 is funding to provide coffee morning meetings, currently on lockdown hold, from Spennymoor and Ferryhill AAP areas. £10,959 is funding towards building refurbishment.

(2) Grant reserves comprise funded, completed capital projects, net of grant releases to P&L over the life of the assets, mirroring depreciation of the fixed assets

(3) Future development plans are included in Program Related Funds retained net of specific restricted reserves. These relate to future services and retail provision

(4) Designated reserves are earmarked support for new Warrior families from coffee mornings £13,600, £2500 match funding towards Warrior service provision and 6 months minimum of fixed operating expenses and of charitable work expenditure is considered appropriate £120,000. The latter is based on the current budget forecast for 2021-22. Earmarking 6 months reserves reflects continued uncertainty regarding income and the prudent approach of Trustees to safeguarding charitable work in 2020 and 2021 as the Covid 19 pandemic developed.

1

2